



**West Virginia
Consolidated Public Retirement Board (CPRB)**

601 57th Street SE, Suite 5
Charleston, WV 25304
304-558-3570 or 800-654-4406
www.wvretirement.com

**Public Employees
Retirement System (PERS)**

Membership Enrollment

All full-time employees, as defined in WV Code §5-10-2 and WVCSR §162-5-2, of the State of West Virginia or of a participating political subdivision are required to participate in the Public Employees Retirement System (PERS) as a condition of employment. Please see Section 2 below for exceptions to this rule.

Section 1: Employee Information

Employee Full Name		SSN	Date of Birth	Gender Female Male	
Employee Mailing Address		City		State	Zip Code
Employee Email Address		Home Telephone Number		Mobile Telephone Number	
Employer Name		Date of Hire with Current Employer		Job Position	
Position Status Part Time Full Time Elected Temporary		Scheduled Hours Per Day	Payroll Frequency Weekly Bi-Weekly Semi-Monthly Monthly		
Type of Rate of Pay Daily Hourly Monthly Yearly		Rate of Pay \$	Employment Payment Type Hourly Salaried Per Diem/Daily		
Are you currently retired under any of the State's Retirement Systems? If Yes, list the retirement system: _____		Yes No	Have you previously contributed to PERS? * Yes No		
Name of Spouse	Spouse DOB	Spouse SSN		Do you have previous Military Service Yes No If Yes, forward a copy of your DD214 to CPRB. **	

List previous employment with employers who participate in the Public Employees Retirement System or the Teachers' Retirement System	Date Employment Began (M/D/Y)	Date Employment Ended (M/D/Y)	Did you withdraw your retirement contributions upon termination of employment? *
1.			
2.			

**Any member of PERS who has been re-employed for one full year by a participating PERS employer may purchase previously withdrawn PERS service, provided that they redeposit the withdrawn funds plus interest. Reinstatement payments must begin within two years of the return to employment and the full amount repaid (in a lump sum or payments) within five years of the return to employment.*

***An Employee hired for the first time and first became a PERS member on or after July 1, 2015 will participate in PERS Tier II, and must request a calculation of the cost to purchase active military service or WV National Guard Title 32 military service credit under PERS. The request must be received by PERS within the first 12 consecutive months of contributing service in PERS. If the request is not received within the first 12 consecutive months of contributing service in PERS, a PERS Tier II member is ineligible to purchase active military service or WV National Guard Title 32 military service credit.*

Section 2: Member of a Legislative Body or Certain Retiree Voluntary Election to Participate (refer to eligibility criteria below)

If you are a member of a legislative body or a retired member of the WV State Police Death, Disability and Retirement Fund (Trooper Plan A), WV State Police Retirement System (Trooper Plan B), WV Deputy Sheriff Retirement System (DSRS), WV Natural Resources Police Officers Retirement System (NRPORS) or any Municipal Police Officer or Firefighter Retirement System, you have the option not to participate in PERS. Please select the box below if you fall under one of these criteria and you **VOLUNTARILY ELECT** to participate in PERS. **NOTE: Your decision to participate in PERS is irrevocable once CPRB receives your first contributions.**

I wish to participate in PERS

Section 3: Employee Signature

Employee Signature	Date
--------------------	------

Section 4: CPRB Internal Use Only

PERS – Tier I – 4.5% Employee Contribution (First became a member of PERS prior to July 1, 2015)
PERS – Tier II – 6.0% Employee Contribution (Hired for first time and first became a PERS member on or after July 1, 2015)
Reviewed by: _____ Date: _____